



UNITED STATES MARINE CORPS  
MARINE CORPS MATERIEL COMMAND  
814 RADFORD BOULEVARD  
ALBANY, GEORGIA 31704-0301

1040

M04

APR 22 2002

POLICY STATEMENT M02-01

From: Commander

To: Distribution List

Subj: CAREER PLANNING PROGRAM

Ref: (a) MCO P1040.31H  
(b) MARADMIN 372/01  
(c) MARADMIN 480/01

1. Purpose. To establish policy for a successful Career Planning Program and emphasize the mission goals as they pertain to the Marines of Materiel Command.

2. Background

a. The Marine Corps has two primary enlisted force objectives. First, create the highest quality career force of Marines by grade and Military Occupation Specialty (MOS) that supports staffing all authorized career force billets. Second, standardize promotion tempo across all MOS's to match time in service targets.

b. The Marine Corps' retention and mission goals are published annually in Marine Administrative messages (MARADMIN). The First Term Alignment Plan (FTAP) was established in 1993 to ensure the proper number of first term Marines in select MOS's transitioned into the career force. Unfortunately, each year the FTAP number has increased steadily, thus decreasing the number of experienced career force Marines. The Subsequent Term Alignment Plan (STAP) aims to retain career Marines while sustaining a quality population of first term Marines.

3. Policy

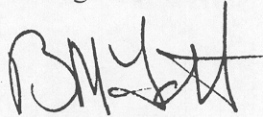
a. Materiel Command is one of the seven major commands that have been assigned a mission goal. Each level of command must reflect an interest in retaining the highest quality of Marines. The FTAP and STAP outline the mission goals to keep the Marine Corps a force in readiness. We must not only meet the mission goals assigned to Materiel Command, but we should also stand ready to help and aid other major commands whose mission goals are more strenuous and difficult to attain.

Subj: CAREER PLANNING PROGRAM

b. Although the Career Planning Program is designed to fulfill the Marine Corps' objectives, we cannot lose sight of the individual Marine. Each commander must ensure that every Marine is given individual attention and provided with all options to make a sound decision concerning his/her career opportunities. You must emphasize the pride of being a Marine while receiving the tangible benefits of a Marine Corps career. You must expedite personal/ professional service for all Marines by ensuring interviews, counseling sessions, and administrative requirements are promptly and accurately executed. Timely submission of all documents helps ensure the Marine receives the best possible opportunity for approval of his/her requests.

c. I am committed to retaining the highest quality Marines in order to ensure the success of our Marine Corps in the 21<sup>st</sup> century.

4. Applicability. This Policy is applicable throughout Materiel Command.



B.M. LOTT

DISTRIBUTION: A

COMMARCORSSYSCOM, Quantico VA  
COMMARCORLOGBASES, Albany GA